

WROXETER & UPPINGTON PARISH COUNCIL

Chairman: Cllr B Nelson
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Clerk: Mrs R Turner
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NOTICE OF COUNCIL MEETING

There will be an extraordinary meeting of the Parish Council on Monday 25th April 2016 at The Wroxeter Hotel at 7.30pm. All are welcome to attend

R Turner

R. Turner, Clerk to the Council
18th April 2016

B. Nelson

B. Nelson, Chairman

AGENDA

1. **PRESENT** – to record persons present
2. **PUBLIC SESSION** – for members of the public to speak on matters on the agenda
3. **TO CONSIDER APPLICATION FOR CO-OPTION RECEIVED FROM ADAM BERESFORD-BROWNE**
4. **TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**
5. **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS**
6. **DOCUMENT RETENTION POLICY** – to consider policy setting out what documents the PC should retain
7. **SALC MEMBERSHIP** – to consider whether to join SALC

It is recommended that pursuant to Schedule 12A, Local Government Act 1972 and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press should be excluded during discussion of the following items

8. **STAFFING MATTERS**
 - 1) Notice of resignation of clerk
 - 2) To confirm clerk's leave entitlement and sign standing order for clerk's salary
 - 3) To agree process for appointing a new clerk
 - 4) To discuss arrangements for handover